

Management Information Meeting

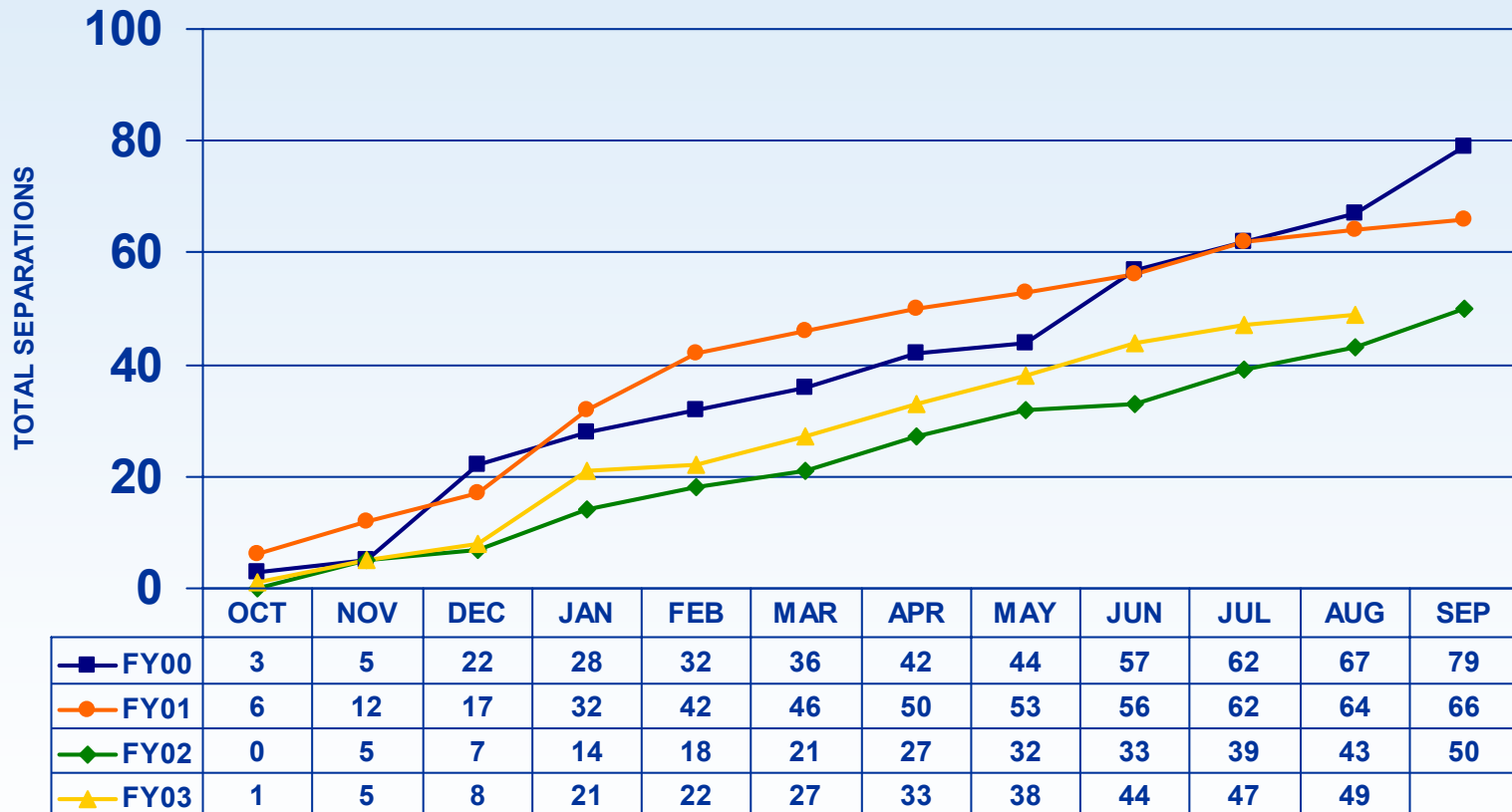
August 15, 2003

Glenn Research Center

at Lewis Field



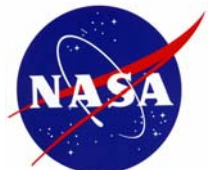
CUMULATIVE SEPARATIONS FY00-03



FY03 Projected Separations – 47

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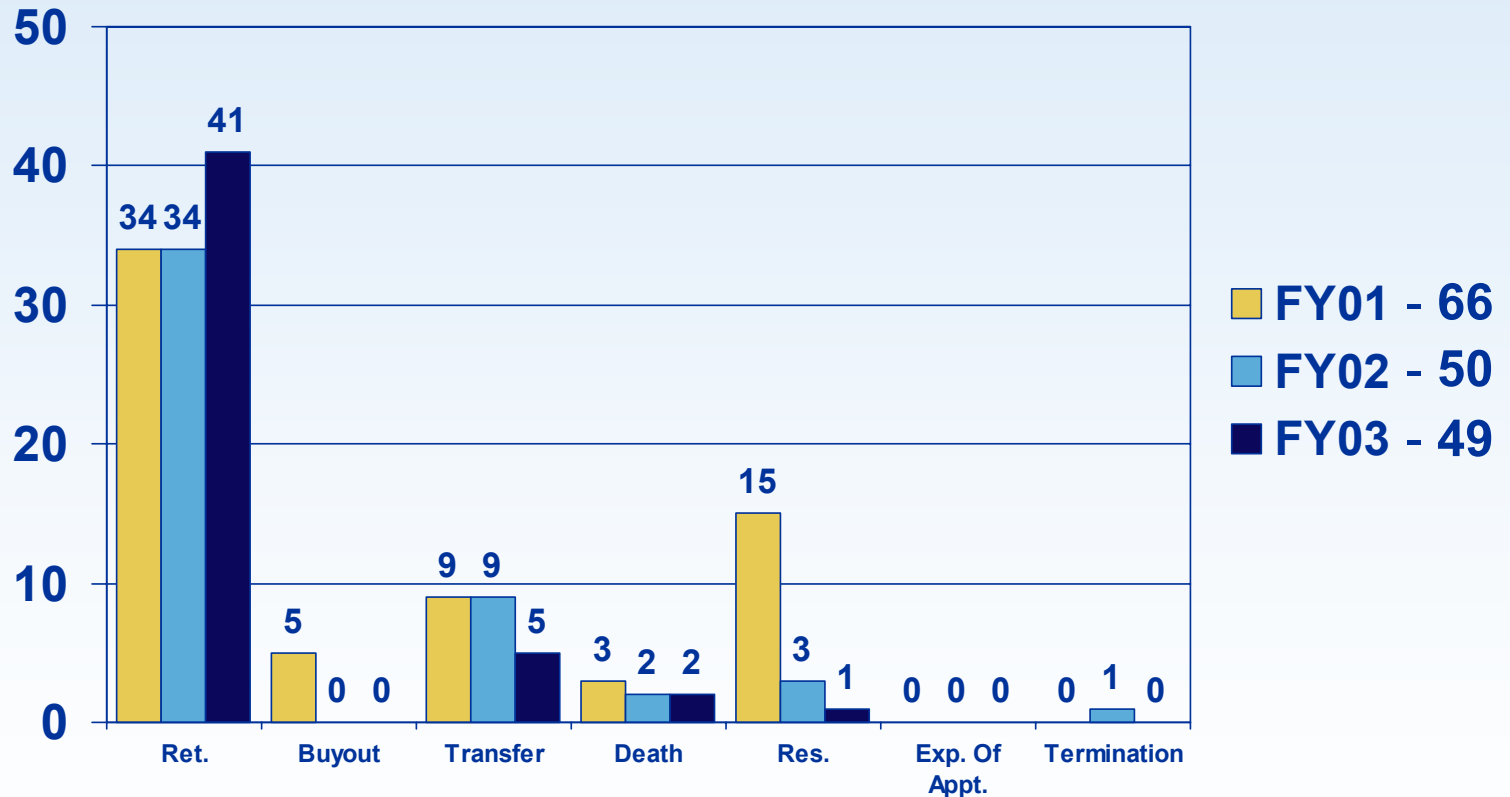


Center Loss Picture FY03 (as of 08/06/03)

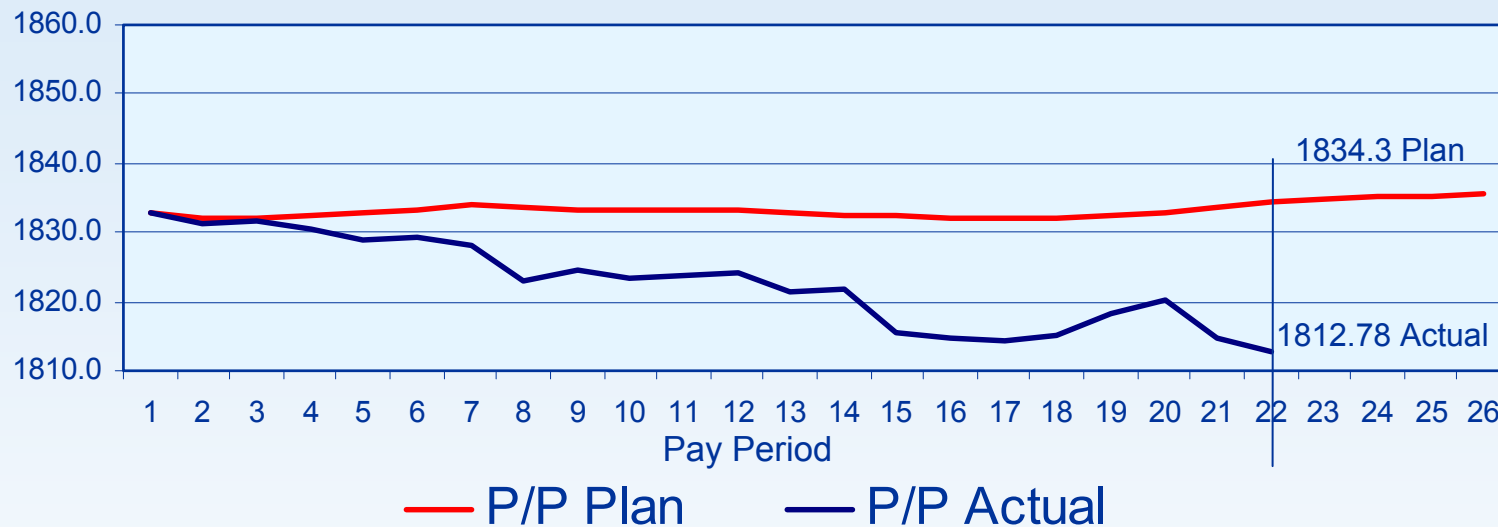
	Minority		Nonminority		
Reasons	Male	Female	Male	Female	Total
Retirement	3		33	5	41
Buyout Retirement					
Termination					
Transfer	2	2	1		5
Death	1		1		2
Resignation:					
Change of Employer			1		1
Personal					
Total Losses	6	2	36	5	49

CENTER LOSS PICTURE

FY01-FY03 (as of 08/06/03)



Glenn Research Center FY03 FTPs

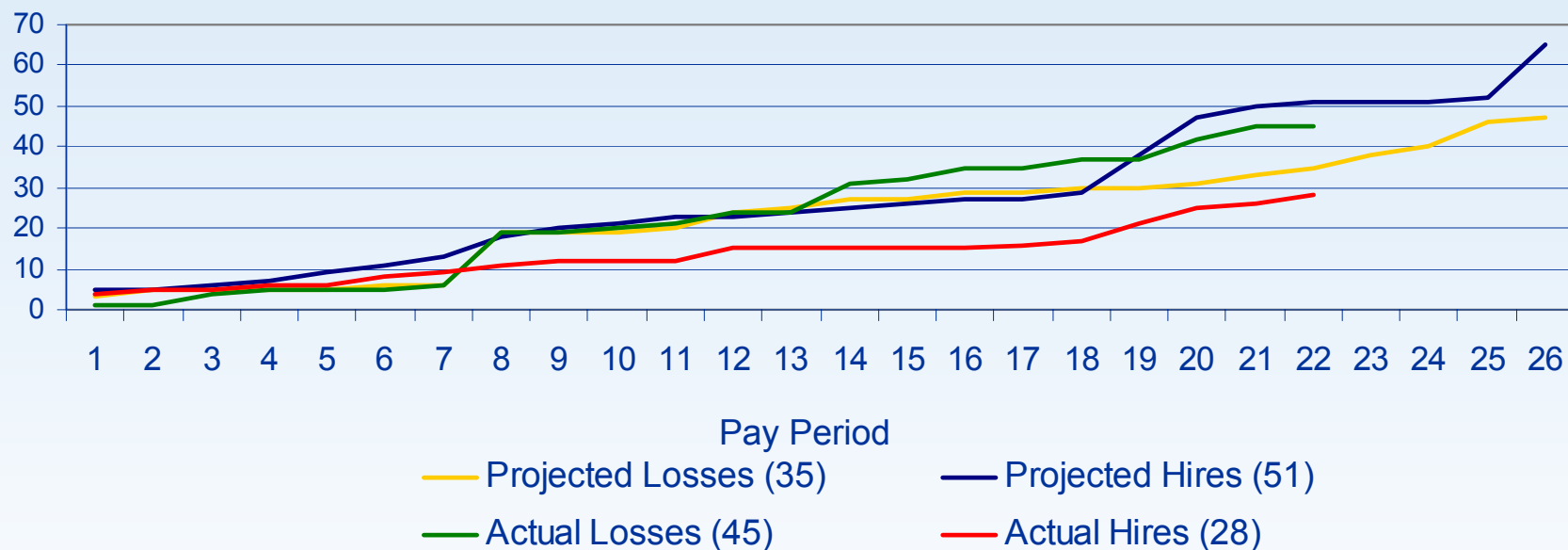


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Glenn Research Center FY03 FTP Losses and Hires

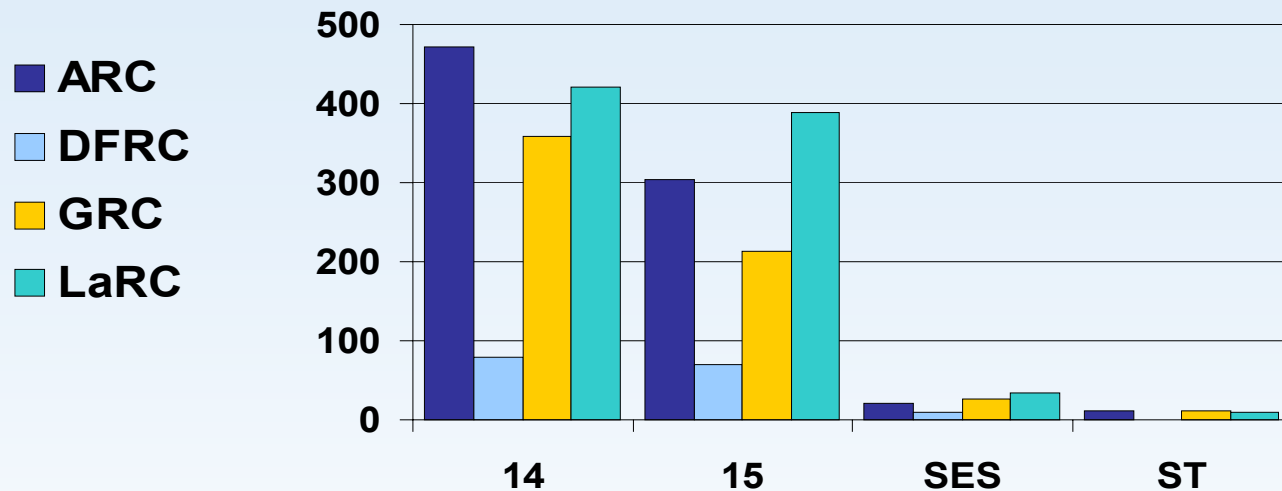


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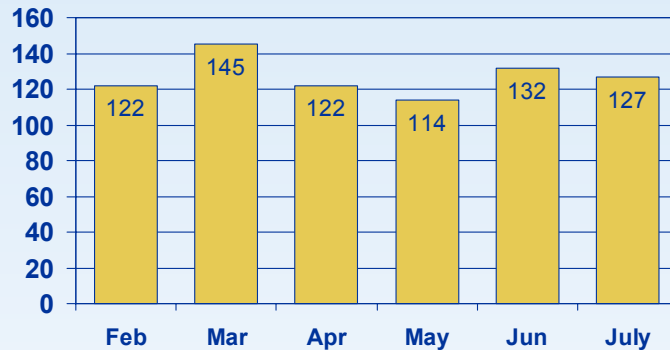
High-Grade Positions - FTP As of 07/26/03



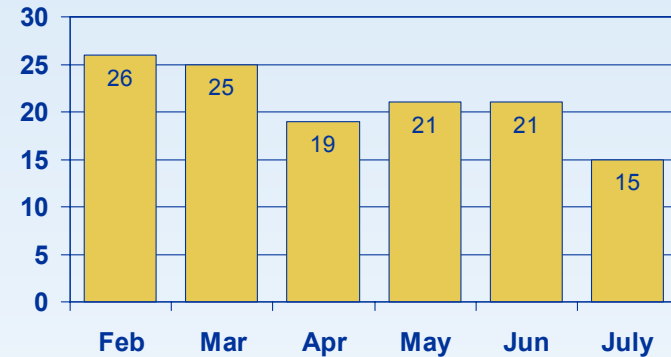
	All Grades	14 & Above		14		15		SES		ST	
ARC	1,397	807	58%	472	34%	304	22%	20	1%	11	0.79%
DFRC	545	159	29%	80	15%	69	13%	10	2%	0	0.00%
GRC	1,817	612	34%	359	20%	214	12%	27	1%	12	0.66%
LaRC	2,279	852	37%	420	18%	388	17%	34	1%	10	0.44%

Medical Services

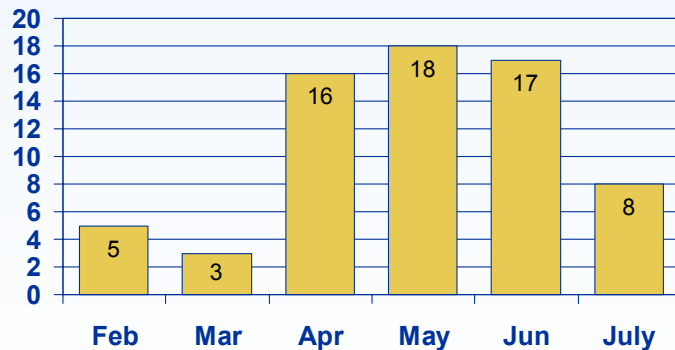
Personal Illness/Injury (New)



Occupational Illness/Injury



**No Shows / <24-Hour Cancellations
(at a cost of approx. \$100/)**



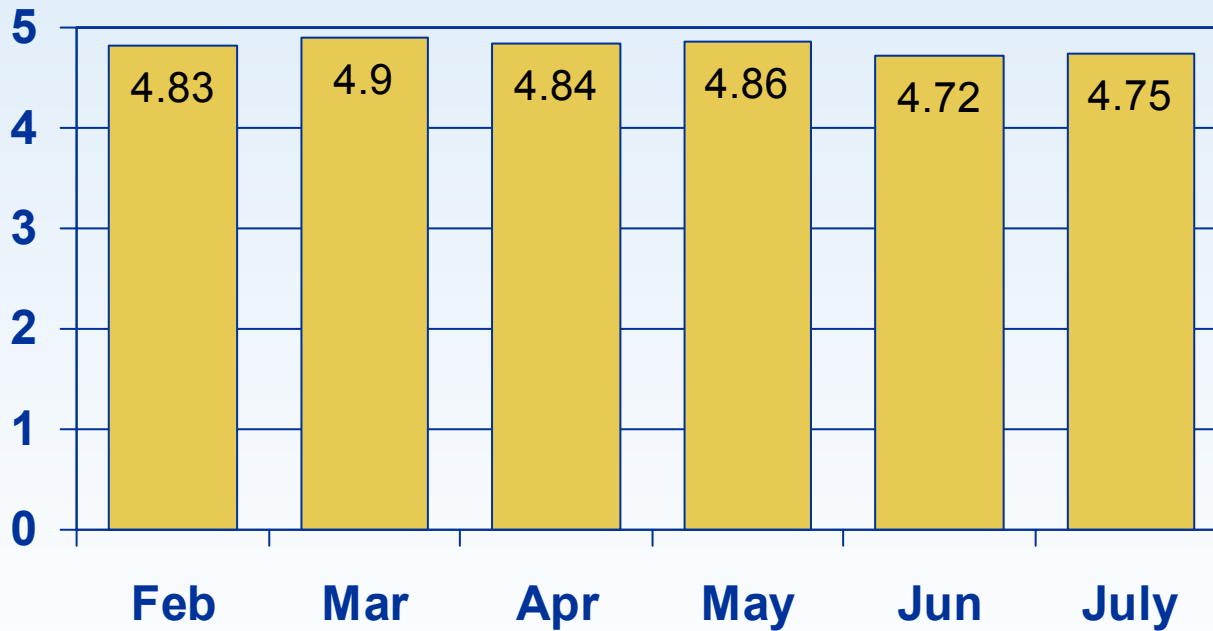
YTD (01/01/03 to 07/31/03) – 76

**No Shows/<24-Hour
Cancellations for July 2003
by Org. - 8**

Org.	No Shows/ <24-hour Cancellation	Org.	No Shows/ <24-hour Cancellation
0100	1	6000	1
0600	2	7000	2
2000	2		

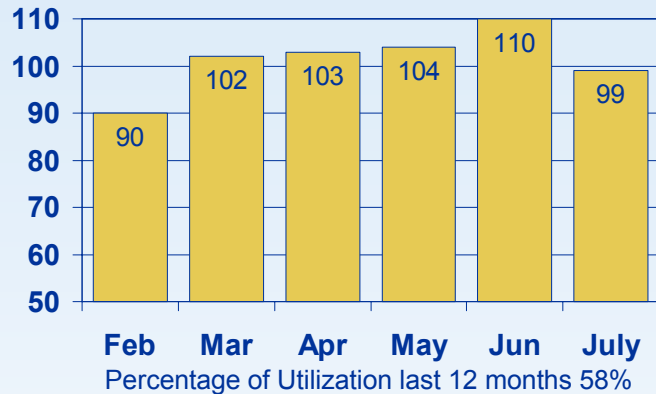
Medical Services

Overall Rating

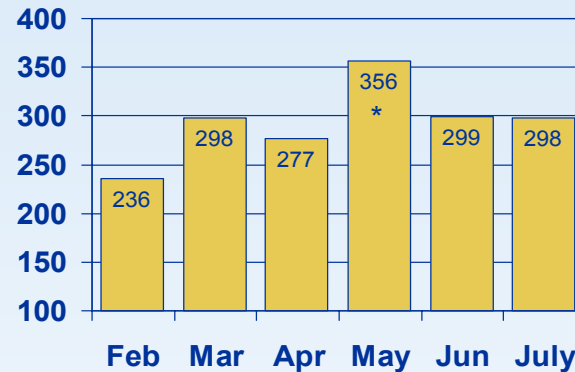


Medical Services

Health Screening Exams

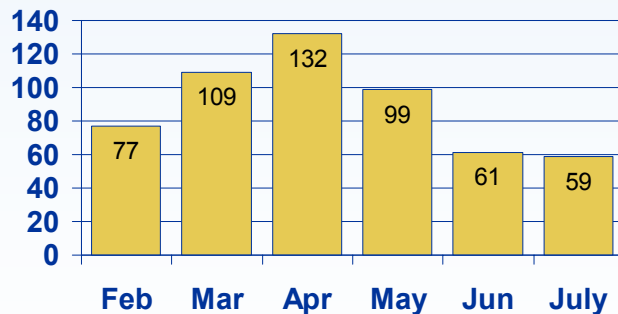


Blood Pressure Tests

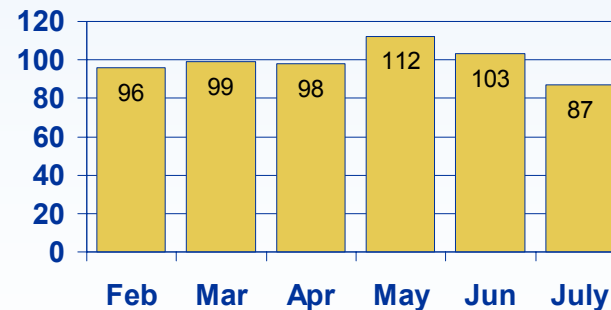


* Includes 78 checked during annual "Step-Out" Program

Medical Surveillance Testing (FAA Flight Physicals, Surveillance Programs)



Abnormal Labs/Early Detection



Includes Testing for:
High Cholesterol -
PAP Tests
PSA
Glucose
Liver Function
Stress

FY03 Time-Off Awards

As of 08/11/03

Org.	Number of Awards	Number of Hours
0100	10	88
0200	16	232
0400	10	86
0600	9	80
2000	13	136
5000	52	616
6000	12	128
7000	159	2,010
8000	14	136
9000	16	148
Total	311	3,660



FY03 Directorate Awards Budgets (GAA, SAA, PA, & Fast Cash Awards) As of 08/11/03

Dir.	Allocated Amount	Used	Number Processed	Balance
0100	\$43,906	\$27,384	26	\$16,522
0200	\$120,219	\$96,035	52	\$24,184
0400	\$31,875	\$31,672	33	\$203
0600	\$69,688	\$54,238	84	\$15,450
2000	\$67,656	\$63,264	65	\$4,392
5000	\$391,719	\$398,061	429	-\$6,342
6000	\$182,656	\$98,653	152	\$84,003
7000	\$635,156	\$523,557	699	\$111,599
8000	\$60,313	\$59,963	69	\$350
9000	\$32,813	\$18,255	23	\$14,558

Deadline for submitting FY03 Cash Awards is 08/25/03

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FY03 Staff Office Training Budget Status as of July 31, 2003

	0100	0120	0140	0170	0180	0200	0400	0600
Allocated	\$10,019	\$2,170	\$7,596	\$4,839	\$7,735	\$10,667	\$15,243	\$22,486
Committed	\$10,018	\$2,170	\$6,965	\$2,645	\$3,218	\$5,755	\$13,457	\$9,925
% Committed	100%	100%	92%	55%	42%	54%	88%	44%

FY03 Directorate Office Training Budget Status as of July 31, 2003

	2000	5000	6000	7000	8000	9000
Allocated	\$69,160	\$280,976	\$112,945	\$289,075	\$70,000	\$39,465
Committed	\$54,534	\$252,405	\$71,254	\$228,156	\$48,451	\$31,135
% Committed	79%	90%	63%	79%	69%	79%

FY03 Overall Training Budget Status as of July 31, 2003

	Directorate Suballocation Total	OD&TO Managed - S&E Programs	OD&TO Managed - Other Programs	Expert Center IT Security Managed Total	Centerwide Total
Allocated	\$942,376	\$1,005,591	\$2,149,382	\$867,500	\$4,964,849
Committed	\$740,089	\$747,862	\$1,293,490	\$694,589	\$3,476,030
% Committed	79%	74%	60%	80%	70%

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Training Applications

- All training applications for training commencing through the remainder of the fiscal year must be submitted to OD&TO by August 15, 2003.
 - Any remaining unused suballocations will be returned to the OD&TO Centerwide budget for reallocation.
- Training applications for training commencing after September 30th through the first quarter of FY04 should be submitted now but will be held in the OD&TO until forward funding is authorized by RAMO.



“Mandatory” IT Security Training

- The drop date for all employees, including managers, to complete IT Security training is August 22, 2003.
 - All non-supervisory employees are required to take the Basic IT Security for 2003.
 - All supervisors and managers (supervisor indicator coded as 2 or 5 in NPPS) are required to take the IT Security for Managers 2003.
 - Completion of the Basic IT Security for 2003 does not fulfill the requirement for supervisors and managers.
- Lists are currently being sent to Directorate and Staff Office Heads of delinquent employees.
- There are two ways for individuals to complete this mandatory training.
 - Log on to SOLAR at:
<https://solar.msfc.nasa.gov/solar/delivery/disc/its/public/html/disindex.htm>
 - Take the test via hard copy which can be obtained by calling Kathy Clark at 3-8354



“Mandatory” Annual Security Awareness Briefing

- Announced through Today@Glenn and the OD&TO Web site on August 7, 2003.
- The course is mandatory only for civil service employees; however, support service contractors are highly encouraged to also take the course.
 - Must be completed by November 15, 2003.
- To complete this mandatory training, log on to SOLAR at:
<https://solar.msfc.nasa.gov/solar/delivery/disc/grc/private/asb/html/asbmain.htm>
- **Do not** confuse this course with the **IT Security course**, because they both have security in the title. The IT Security course deals with Information Technology (computer) security, whereas **this course is the Glenn Research Center’s Security Management and Safeguards Office’s Annual Security Awareness Briefing**, and is a new module on SOLAR.



Training Program Course Offerings & Evaluation Metrics as of July 31, 2003

	MAY	JUN	JUL	YTD
Number of On-site Course Offerings	26	21	11	143
* Overall Rating of Courses	4.48	4.36	4.50	4.48
* Services of the Training Office	4.48	4.52	4.50	4.44
** Value of training in supporting your ability to achieve NASA's strategic goals	7.58	7.24	7.17	7.51

* Scale 1- 5 (1=Poor, 5=Excellent)

** Scale 1- 9 (1=Lowest, 9=Highest) is HQ Code FT Metric

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